

**2002-04
SPECIAL FUNDING REQUESTS**

**Agenda Item H-1
May 21, 2001**

At the February 2001 meeting, the council approved the “Points of Consensus Among the University Presidents, KCTCS President, and the Council President Concerning the 2002-04 Funding Methodology.” This document evolved over several months through meetings of the presidents, the chief budget officers, the chief academic officers, and the Operating Budget Review Subcommittee of the Strategic Committee on Postsecondary Education. The “Points of Consensus” is a framework to guide the development of the council’s 2002-04 operating and capital budget recommendation.

The agreement stipulates that the institutions be given an opportunity to request state general funds for special and meritorious initiatives for the 2002-04 biennium. In addition, the agreement stipulates that the request and evaluation guidelines be established in a timely manner. Within the framework of the “Points of Consensus,” the staff has developed the attached draft 2002-04 Special Funding Request Guidelines and Evaluation Criteria. The draft guidelines were discussed with the chief budget officers at their April 30 meeting. The attached guidelines reflect the changes suggested at that meeting.

The staff seeks council guidance on the special funding request guidelines and evaluation criteria. After discussion by the Finance Committee and additional discussions with the presidents and chief budget officers, the council staff will bring a recommendation on the 2002-04 Special Funding Request Guidelines and Evaluation Criteria to the July 30 council meeting.

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2002-04 SPECIAL FUNDING REQUESTS GUIDELINES AND EVALUATION CRITERIA

Introduction

Special funding requests should represent unique opportunities to advance postsecondary education beyond the means allowed by other state funding mechanisms. Generally, the council will not consider institutional requests that can be funded through base budgets or trust funds. Special funding requests should further the Action Agenda, help achieve Kentucky's 2020 goals, and relate to the five questions that are used to measure progress. Special funding is not guaranteed. Institutions should bear in mind that economic conditions could sharply limit available dollars.

Guidelines

- Institutions should submit no more than two special funding requests for the 2002-04 biennium.
- Special funding requests should not include personnel or operating-cost increases normally funded in base budgets such as utilities and health insurance, even if increases are unusually high.
- Funding sought for capital construction projects that cost \$400,000 or more or major equipment purchases of \$100,000 or more should be included in an institution's capital request.

Evaluation Criteria

- Unique nature of the request and the strategic opportunity represented.
- Collaboration, where feasible.
- Impracticality of paying for the request out of base funding or trust funds.
- Relationship of the proposal to furthering the Action Agenda, achieving Kentucky's 2020 goals, and the five questions measuring progress.

Process

Special funding requests must be submitted on or before September 1. Each request should include the following:

- Detailed description of the proposal, including how the funds will be used.
- Description of how the proposal would further the Action Agenda, help achieve Kentucky's 2020 goals, and relation to the five questions measuring progress.
- A summary of financial information using the attached format.

**2002-04 SPECIAL FUNDING REQUEST
FINANCIAL INFORMATION**

Proposal:

	2002-03			2003-04		
	State Funds Requested	Other Sources	Total	State Funds Requested	Other Sources	Total
Nonrecurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recurring	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>